

DBE Academy Agenda

DAY 1: TUESDAY - 9:00am – 4:30pm

Registration 7:30 - 8:45am

Welcome & Introductions: 9:00 - 9:30am

DBE Program Overview 9:30 - 9:45am

DBE Fraud: 9:45am – 10:45 (OIG)

The session will cover OIG's definition of fraud – what it is and what it isn't. The OIG will provide an overview of its investigations into DBE Fraud and the documents that are obtained and used to determine whether fraud exists. Case studies will be presented and discussed.

***Break:** 10:45 - 11:00am*

DBE Certification: 11:00am – 4:30pm (DOCR & FHWA)

State Unified Certification Programs (UCPs) and certifying agencies provide “one-stop shopping” to applicants for DBE certification. This session will include an in-depth discussion of certification and DBE appeal issues. Participants will explore issues related to an owners' personal net worth, interstate certification, and a host of common misunderstandings about the DBE program regulations. The session will help ensure certifying agencies apply the DBE program requirements consistently and in accordance with the DBE regulations.

***Lunch:** 11:45 – 1:00 (own your own)*

DAY 2: WEDNESDAY – 9:00am – 4:30pm

Goal Setting: 9:00 – 11:00am (FTA)

DBE goal setting is a hallmark of the DOT DBE Program. DOT recipients and TVMs must establish a triennial goal percentage to reflect the anticipated level of DBE participation on Federally-assisted contracts. Recipients may also establish project specific goals with approval from the appropriate operating administration. This session will address the basic goal setting requirements, the 2014 DBE Final Rule, and effective goal setting practices. Participants are encouraged to bring their existing DBE goal methodologies to help facilitate group discussion and to address common misunderstandings and concerns.

Prompt Payment 11:00 -11:45 (FHWA)

The prompt payment/retainage provision in the DBE regulations is a race neutral mechanism which requires all subcontractors to be paid no later than 30 days from the receipt of payment by the prime contractor. Prompt payment is a very serious issue and was included in the FAST Act for the USDOT to take additional steps to ensure that recipients comply with 49 CFR 26.29. This session will cover prompt payment and return of retainage and the significance of monitoring and enforcement to ensure compliance.

***Lunch:** 11:45am – 1:00pm – (on your own)*

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Good Faith Efforts: 1:00 - 2:30pm (FHWA)

DOT recipients and TVMs must implement the DBE Program in good faith as well as review the good faith efforts of prime contractors fulfilling contract goals. This session will provide a basic understanding of the good faith efforts (GFE) requirements and highlight changes in the 2014 DBE Final Rule.

Break 2:30 – 2:45pm

Commercially Useful Function and Counting: 2:45 - 4:30pm (FHWA)

DOT recipients and TVMs may only count work performed by DBE firms towards DBE goal attainment. Understanding CUF and properly distinguishing between contractors, regular dealers, brokers, and manufacturers are important when counting overall DBE participation. This session will address counting requirements and highlight changes in the 2014 DBE Final Rule.

DAY 3: THURSDAY – 9:00am – 4:30pm

Reporting: 9:00 - 10:15am (FTA)

DBE reporting is the culmination of a recipient's DBE activity throughout the fiscal year. DOT recipients and TVMs must submit, semi-annually, DBE Uniform Reports. This session will address the 2014 DBE Final Rule reporting requirements and the new Uniform Report.

Monitoring and Enforcement: 10:30 - 11:45am (FAA)

DOT recipients and TVMs must ensure DBE compliance by all program participants, including DBEs and non-DBEs. This session will address basic DBE monitoring requirements with a special emphasis on effective monitoring and enforcement tools that should be included in the DBE Program Plan. Participants are encouraged to bring their existing DBE worksite monitoring policies and procedures.

Lunch 11:45am – 1:00pm (on your own)

OA Specific discussion: 1:00 - 5:00pm

This session will allow each individual operating administration to address topics and concerns specific to their particular DOT recipients.

- FTA Specific Session: (*Preparing an Adequate Shortfall Analysis*)
- FHWA OA Specific Session: (**FHWA & State DOTs will review DBE Program Plans*)
- FAA OA Specific Session: (*Technical Assistance will be provided as necessary*)

****Mandatory Attendance***

Also, DOT recipients may sign-up for 15-20 minute hands-on sessions with operating administration representatives. During these individual assessments, representatives can address concerns and questions specific to the particular DOT recipient and its DBE program.